

Caldwell Housing Authority
September 23, 2021
CHA Community Center and via ZOOM

Board Members Present: Arnolito Hernandez, Estella Zamora, Jim Porter, Adam Garcia and Patricia Benedict.

Board Members Absent: Sid Freeman, and Jarom Wagoner

Staff Members Present: Mike Dittenber, Leticia Cancax, MaryAnn Valenzuela, Edwin Lara, and Rosario Soto.

Visitors: None

In Order of Business

1. Roll call and call to order:

Arnold called the meeting to order at **12:13 p.m.**

2. Agenda Approval

Jim Porter made a motion to approve the September agenda as presented, seconded by Adam Garcia, and approved by the Board at **12:14 p.m.**

3. Meeting Minutes

Estella Zamora made a motion to approve the July 2021 Board Meeting Minutes, seconded by Jim Porter and approved by the Board at **12:18 p.m.**

4. Renters Insurance

Mike spoke to the Board about the requirement that tenants have renter's insurance. He explained how the RealPage financial software tracks renter's insurance policies and offers a policy for \$8-10 per month. After much discussion, the general tenor of the discussion was that more information was needed before moving forward. The issue was tabled until the October board meeting.

5. Interpretive Center Budget--\$60,025

Mike Spoke with the Board about the cost associated with relocating one of the original buildings, moved to Nampa in 1969, back to Farmway. He indicated he has been in contact with the Idaho Heritage Trust and there may be the opportunity to receive a matching grants funds for the project. The initial cost of the project is approximately \$120,050 and asked the Board to allocate \$\$60,000 for the project. Estella Zamora made a motion authorizing \$60,000 to purchase and relocate the historic building back to Farmway, seconded by Adam Garcia and approved by the Board at **12:37 p.m.**

6. COVID vaccine policy.

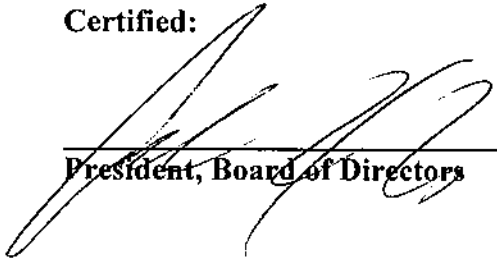
Mike Spoke with the Board about the necessity of a COVID vaccine policy. He said he drafted the policy only after several hours of training over the last few weeks. Garcia made a motion to accept the COVID Vaccine Policy, seconded by Jim Porter and approved by the Board at 1:12 p.m.

7. Financial Report

Rosario provided the financial report for the month ending August and informed the Board CHA had \$1.1million in cash deposits at the end of August but there was close to \$227,000 in payables leaving the real cash balance of \$946,000. Rosarios explained that much of his attention is focused on the audit and learning both system but is implementing improved accounting methods. Estella Zamora made a motion to approve the Financials, seconded by Adam Garcia and approved by the Board at 1:22 p.m.

8. Adjourned at 1:22 p.m.

Certified:



President, Board of Directors





Executive Director